

Critical Dates for Federal & State Programs

Peter Anderson, Sr. Transportation Engineer
Office of Project Management Oversight
Division of Local Assistance



AGENDA

What is a Critical Date

Project End Date

Inactive Projects

Timely Use of Funds

Reversion Date/Cooperative Work Agreement

Resources

What is a Critical Date?

A critical date is one that has been established in Federal and/or State Regulations.

Failure to meet a certain Critical Date may lead to a delay or loss of Federal and/or State funding

Federal vs. State Requirements

Federal	State
Project End Date (PED)	Timely Use of Funds (TUF)
Inactive Projects	Reversion Date/Cooperative Work Agreement

Critical Dates

Project End Date (PED)

Project End Date (PED)

Federal Highway Administration (FHWA) **requires** all projects authorizations to have an identified Period of Performance for the work being authorized.

Project End Date (PED)

The Period of Performance **starts** with the initial authorization (E-76) approved by FHWA.

Project End Date (PED)

The Period of Performance ends
at the Project End Date (PED).

Project End Date (PED)

Eligible costs incurred within the Period of Performance are eligible for reimbursement.

Project End Date (PED)

Local Agencies are **required** to estimate their Phase Completion Date and include it at the time of authorization.

Project End Date (PED)

The estimated Phase Completion for Preliminary Engineering (PE) and Right of Way (RW) is the anticipated date of **Construction Advertisement**.

Project End Date (PED)

The estimated Phase Completion for Construction (CON) is the anticipated date of Board/Council Contract Acceptance.

Project End Date (PED)

The PED is established by adding 12 months to the Estimated Phase Completion Date for potential delays.

Project End Date (PED)

Upon advancing to future phases of work, the PED must also be updated: i.e., advancing from Preliminary Engineering to Construction.

Project End Date (PED)

The PED should be monitored. If needed, the Local Agency may request that the PED be revised.

Project End Date (PED)

Any costs incurred after the PED are **NOT** eligible for federal reimbursement.

Project End Date (PED)

If the PED is revised after the authorized PED has lapsed, costs incurred between the expiration and the dated FHWA authorizes the revised PED are **NOT** eligible for federal reimbursement.

Project End Date (PED)

FHWA requires invoicing to occur within 120 days after the PED.

Project End Date (PED)

To assist Local Agencies in monitoring their PED, Local Assistance has created a Dashboard to report project PEDs.

Responsible Agency

Alameda
Alameda County
Alameda County Con...

RTPA

Metropolitan Transportation Co...
Alpine County Transportation ...
Amador County Transportation...

MPO

MTC
AMBAG
BCAG

District

4 1 2
3 5 6
7 8 9

County

Alameda Cou...
Contra Costa ...
Marin County

AMS Adv Code

2W 7A 7D
9A (bla... 1A
3A 7AP 7APP

SEQ Lapse Waiver

(blank)
Yes (Full)
Yes (Partial)

E-76 Status

Pend HQ
Pend FH...
Approv

Funding Source

ER
Non-ER

Admin By

Local
State

Legacy

Legacy
Non-Legacy

Total Projects by Responsible Agency

Current PED Status (Total Number of Projects)

PED By Expiration Group

- PED Expired: 7
- PED 0 to < 3 ...: 3
- PED 3 to < 6 ...: 1
- PED 6+ mos: 39
- No PED Esta...: 2
- NA-Closing: 5

Monitoring Class

- Active-Progress...: 49
- Active-Dist "Fin...: 3
- Closing-Acct Fi...: 3
- Closing-Vouch...: 4
- Active-"Fin" Inv...: 4
- Close-FED Part...: 1
- Close-Re-Open...: 1

PED By Phase

- CON Auth: 44
- RW Auth: 2
- PE Auth: 10
- PE Auth-D...: 1

Lapse Occurrences Per Project

- 1 Lapse: 17
- 2 Lapses: 3
- 4 Lapses: 1
- No Lapses: 3
- 5 Lapses: 36

Project End Date Reporting Last Updated: 6/3/2024

*** Submit PED extension requests at least one month prior to expiration to account for processing times and reduce nonparticipating gaps ***

Project Number xxxx(xxx)	Prefix	Responsible Agency	Agency's Portfolio with Lapses (%)	PE Auth "Other" (NIIStudies)	PE Auth	RW Auth	CON Auth	Monitoring Class	Approved PED (* Legacy)	PED Expires (Months)	PED by Expiration (Based on current PED)	Current SEQ #	Current FADS SEQ Status	Pending PED Change	Lapse Occurrences	Lapse Action by SEQ # (WR) or (NP)	FWA Approves Waiver Request	Nonparticipating PED Lapses (Adjusted for Waiver Approvals)	AMS Adv ID (* Multi Adv IDs)	AMS Adv Acct Codes	FMIS Status
5012(028)	STPLZ	Oakland	36.4%		09/01/96	02/10/15			06/30/22	-24	● PED Expired	8	Approv		1			SEQ# 8(6/30/2022 to Present)	0400001913	2W	ACTIVE
32L0(520)	ER	Alameda County	36.4%		07/04/18		12/21/21		12/30/23	-6	● PED Expired	4	Approv		2			SEQ# 4(12/30/2023 to Present) SEQ# 1(12/31/2018 to 6/1/2019)	0418000452		ACTIVE
5933(160)	STPL	Alameda County	36.4%						12/30/23	-6	● PED Expired	1	Approv		1			SEQ# 1(12/30/2023 to Present)	0421000032		ACTIVE
5014(047)	ATPL	Alameda	100.0%		09/04/19				12/31/23	-6	● PED Expired	3	Pend FHWA	12/31/27	2			SEQ# 2(12/31/2023 to SEQ# 3 Approval) SEQ# 1(12/31/2021 to 2/24/2022)	0419000553		ACTIVE
6480(017)	TCEB1L	Alameda County Transportation Commission	50.0%				08/28/18	Dist "Final"	12/31/23	-6	● PED Expired	4	Approv		1			SEQ# 4(12/31/2023 to Present)	0418000362		ACTIVE
5432(021)	STPL	Dublin	100.0%				02/24/22	Dist "Final"	12/31/23	-6	● PED Expired	1	Approv		1			SEQ# 1(12/31/2023 to Present)	0421000362		ACTIVE
6480(021)	FERPL17	Alameda County Transportation	50.0%		05/07/20				04/30/24	-2	● PED Expired	1	Approv		1			SEQ# 1(4/30/2024 to Present)	0420000289		ACTIVE

<https://dot.ca.gov/programs/local-assistance/projects/projects-with-expiring-end-dates>

Responsible Agency

Alameda
Alameda County
Alameda County Con...

RTPA

Metropolitan Transporta...
Alpine County Transporta...
Alameda County Transporta...

MPO

MTC
AMBAG
BCAG

District

4 1 2
3 5 6
7 8 9

County

Alameda Cou...
Contra Costa ...
Marin County

AMS Adv Code

2W 7A 7D
9A (bla... 1A
3A 7AP 7APB

SEQ Lapse Waiver

(blank)
Yes (Full)
Yes (Partial)

E-76 Status

Pend HQ
Pend FH...
Approv

Funding Source

ER
Non-ER

Admin By

Local
State

Legacy

Legacy
Non-Legacy

Total Projects by Respon

NA-Closing Cur

Arcat
Crescent Cit
Del Norte Count
Humboldt Count
Lake Count
Lakepoi
Mendocino Count
Caltran

Current PED Status (Total Number of Projects)

Status	Percentage
Current	79%
Expired	12%
NA-Closing	9%

PED By Expiration Group

PED Expired	7
PED 0 to < 3 ...	3
PED 3 to < 6 ...	1
PED 6+ mos	39
No PED Esta...	2
NA-Closing	5

Project List

Project Number	Prefix	Responsible Agency
5012(028)	STPLZ	Oakland
32L0(520)	ER	Alameda County
5933(160)	STPL	Alameda County
5014(047)	ATPL	Alameda
6480(017)	TCESB1L	Alameda County Transportation Commission
5432(021)	STPL	Dublin
6480(021)	FERPL17	Alameda County Transportation

AMS Adv ID (* Multi Adv IDs)

AMS Adv ID	AMS Adv Acct Codes	FMIS Status
0400001913	2W	ACTIV E
0418000452		ACTIV E
0421000032		ACTIV E
0419000553		ACTIV E
0418000362		ACTIV E
0421000362		ACTIV E
0420000289		ACTIV E

<https://dot.ca.gov/programs/local-assistance/projects/projects-with-expiring-end-dates>

Responsible Agency (Alameda, Alameda County, Alameda County Con...)
RTPA (Metropolitan Transportation Co..., Alpine County Transportation..., Amador County Transportation...)
MPO (MTC, AMBAG, BCAG)
District (4, 3, 7)
County (Alameda Cou..., Contra Costa..., Marin County)
AMS Adv Code (2W, 7A, 7D, 9A, bla..., 1A, 3A, 7AP, 7ARP)
SEQ Lapse Waiver ((blank), Yes (Full), Yes (Partial))
E-76 Status (Pend HQ, Pend FH..., Approv)
Funding Source (ER, Non-ER)
Admin By (Local, State)
Legacy (Legacy, Non-Legacy)

Total Projects by Responsible Agency (NA-Closing, Current, Expired)
Current PED Status (Total Number of Projects) (9%)
PED By Expiration Group (PED Expired: 7, PED 0 to < 3...: 3)
Monitoring Class (Active-Progress..., Active-Dist "Fin...")
PED By Phase (CON Auth: 44, RW Auth: 2)
Lapse Occurrences Per Project (1 Lapse: 17, 2 Lapses)

Project End Date Reporting

*** Submit PED extension requests at least one month prior to expiration to account for processing times and reduce nonparticipating gaps ***

Last Updated: 6/3/2024

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6480(017)	TCEB1L	Alameda County Transportation Commission	50.0%				09/28/18	Dist "Final"	12/31/23 *	-6	● PED Expired	4	Approv		1			SEQ# 4(12/31/2023 to Present)	0418000362		ACTIVE
5432(021)	STPL	Dublin	100.0%				02/24/22	Dist "Final"	12/31/23	-6	● PED Expired	1	Approv		1			SEQ# 1(12/31/2023 to Present)	0421000362		ACTIVE
6480(021)	FERPL17	Alameda County Transportation	50.0%		05/07/20				04/30/24 *	-2	● PED Expired	1	Approv		1			SEQ# 1(4/30/2024 to Present)	0420000289		ACTIVE

Instruction | **PED-Dashboard** | Accounting.Codes | +

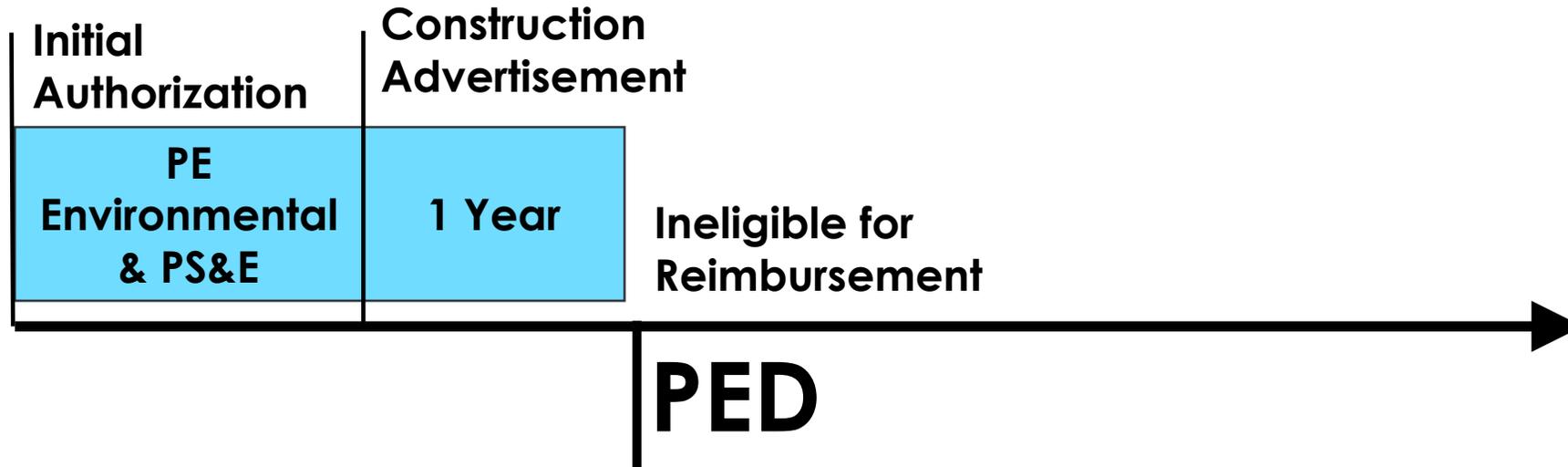
6480(021) FERPL17 Alameda County Transportation 50.0% 05/07/20 04/30/24 * -2 ● PED Expired 1 Approv 1 SEQ# 1(4/30/2024 to Present) 0420000289 ACTIVE

Instruction | **PED-Dashboard** | Accounting.Codes | +

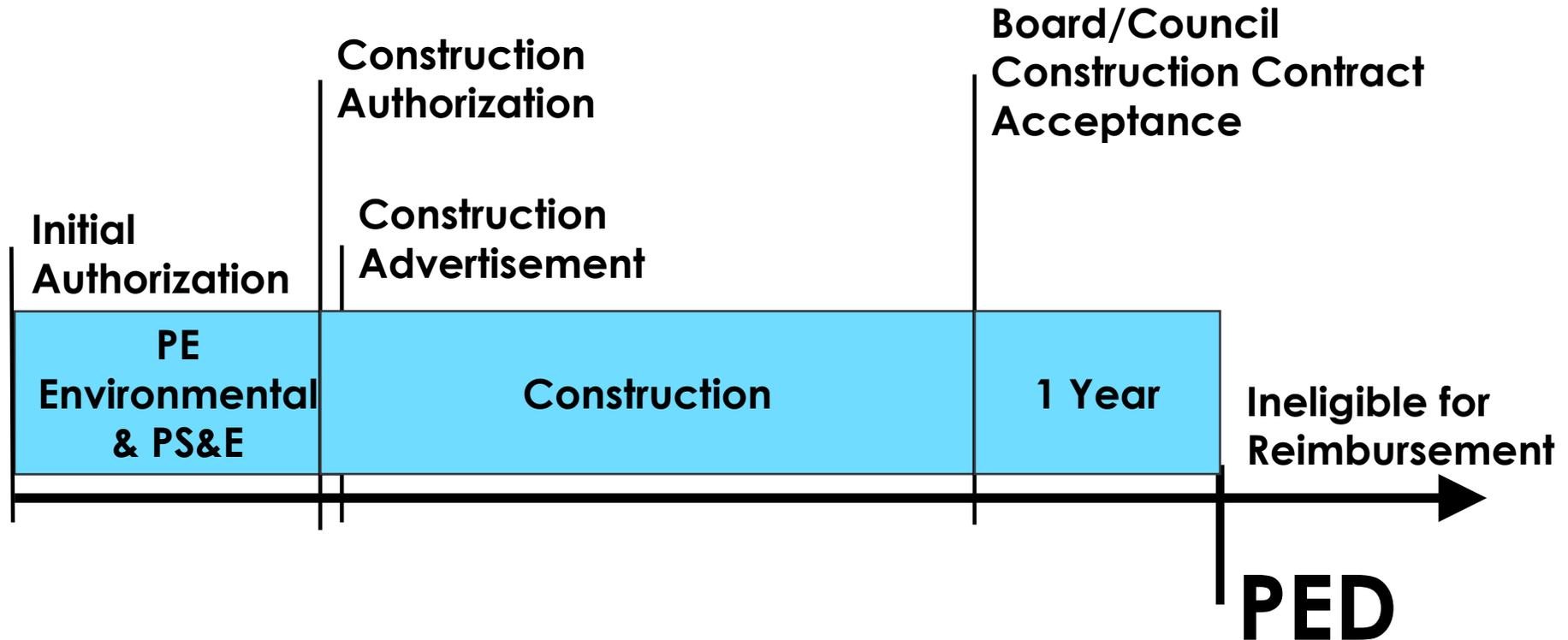
<https://dot.ca.gov/programs/local-assistance/projects/projects-with-expiring-end-dates>



Project End Date (PED)



Project End Date (PED)



Project End Date

Questions & Answers Session

Critical Dates

Inactive Projects

Inactive Projects

Caltrans considers a project as inactive if no payment activity has occurred for 6 months (Master Agreement language).

Inactive Projects

At 9 Months of Inactivity: All projects with an unexpended balance of \$50,000 or more, the local Agency must submit an Inactive Justification Form.

Inactive Projects

FHWA considers a project as inactive if no payment activity has occurred for 12 months or more.

Inactive Projects

Project obligations could be removed by FHWA if the Local Agency does not provide proper justification or invoice within the specified and agreed upon timeframe.

Inactive Projects

Future obligations may be delayed if prior phases are inactive.

Inactive Projects

The Department considers a project as a **Repeat Inactive** if invoicing has not occurred for 24 months or more.

Inactive Projects

The Inactive Project List and Repeat Project Inactive List are located on the DLA Inactive Projects webpage:

<https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

Inactive Projects

Questions & Answers Session

Critical Dates

Timely Use of Funds (TUF)

Timely Use of Funds (TUF)

Timely Use of Funds (TUF) provisions apply to State Programs administered through the California Transportation Commission (CTC).

Timely Use of Funds (TUF)

TUF provisions apply to:

- Active Transportation Program (ATP)
- State Transportation Improvement Program (STIP)
- Senate Bill 1 (SB1) Programs
 - Local Partnership Program (LPP)
 - Formulaic and Competitive
 - Solutions for Congested Corridors Program (SCCP)
 - Trade Corridor Enhancement Program (TCEP)

Timely Use of Funds (TUF)

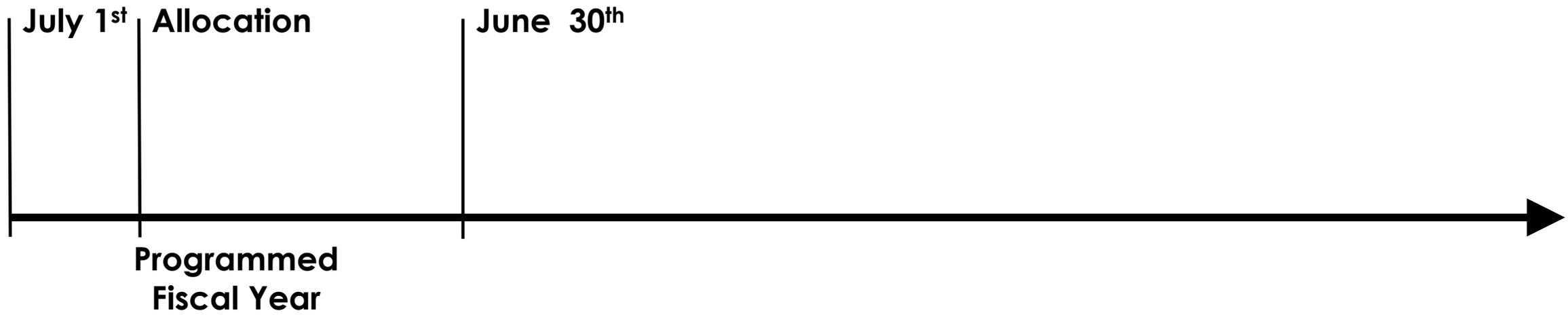
The provision for TUF apply to both Federal and State Allocations.

Timely Use of Funds (TUF)

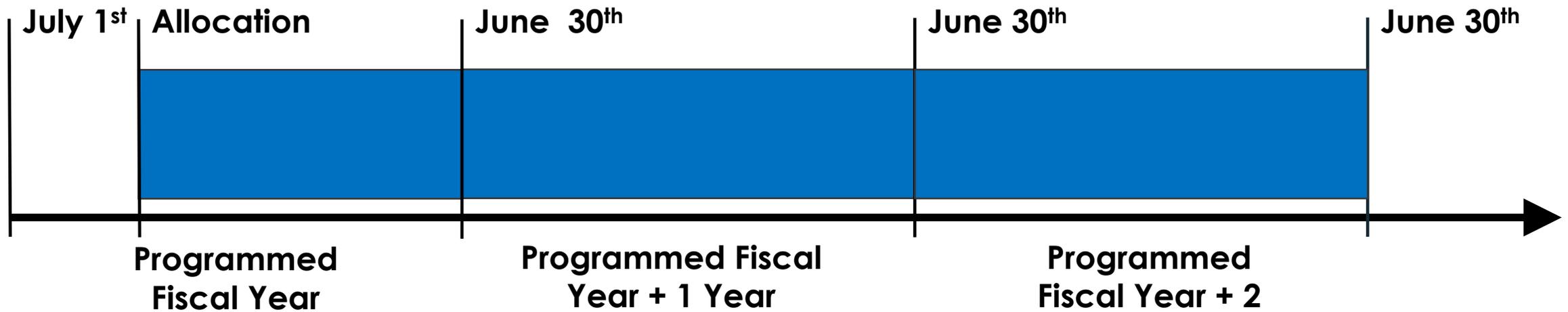
The TUF deadlines apply to:

- Funding Allocation
- Expenditures
- Contract Award
- Completion

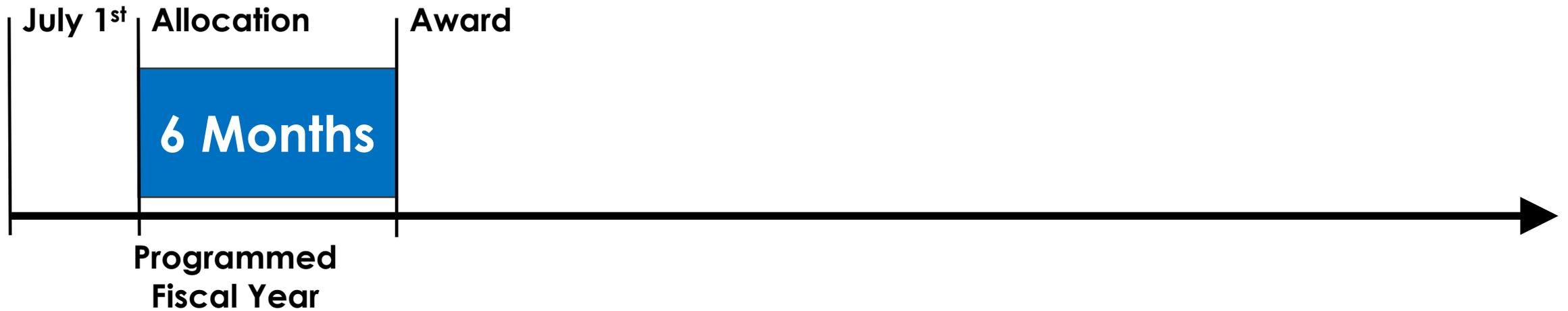
Timely Use of Funds (TUF) Allocation Deadline



Timely Use of Funds (TUF) Expenditure Deadline



Timely Use of Funds (TUF) Contract Award



Timely Use of Funds (TUF) Construction Completion



Timely Use of Funds (TUF)

After Expenditure and Construction Completion deadlines, there is an additional 180 days to allow for invoicing.

Timely Use of Funds (TUF)

The CTC may extend a deadline for a Local Agency only if there are unforeseen and extraordinary circumstances.

Timely Use of Funds (TUF)

TUF Time Extension Requests must be submitted directly to the Caltrans District Local Assistance Engineer (DLAE) in accordance with the Office of CTC Liaison Preparation Calendar.

Timely Use of Funds (TUF)

**2024 PREPARATION SCHEDULE
CALIFORNIA TRANSPORTATION COMMISSION (CTC) MEETINGS
AGENDA ITEM(S) DUE DATES**

Prepared by:
OFFICE OF CTC LIAISON
DIVISION OF FINANCIAL PROGRAMMING
CALIFORNIA DEPARTMENT OF TRANSPORTATION

As of:
July 2023

2024 California Transportation Commission (CTC) Meeting Schedule	Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts	District Submits Off System and On System Requests to HQ Divisions	HQ Divisions Submit Final Off System and On System Requests to Budgets	Final Agenda Language Due From HQ Divisions to Office of CTC Liaison	Final Book Items Due from HQ Divisions to Office of CTC Liaison
Date and Location:	10:00 AM District & CTC	10:00 AM HQ Divisions	5:00 PM Email to HQ Budgets	10:00AM Email to CTC Liaison Email: CTC Liaison@dot.ca.gov	10:00 AM Email to CTC Liaison Email: CTC Liaison@dot.ca.gov
Jan 25-26 - Sacramento Region	Mon, Nov 27, '23	Mon, Dec 4, '23	Mon, Dec 11, '23	Mon, Dec 18, '23	Thu, Dec 21, '23
March 21-22 - San Jose	Mon, Jan 22, '24	Mon, Jan 29, '24	Mon, Feb 5, '24	Mon, Feb 12, '24	Thu, Feb 15, '24
May 16-17 - Orange County	Mon, Mar 18, '24	Mon, Mar 25, '24	Tue, Apr 2, '24	Mon, Apr 8, '24	Thu, Apr 11, '24
June 27-28 - Monterey/Bay Area	Mon, Apr 29, '24	Mon, May 6, '24	Mon, May 13, '24	Mon, May 20, '24	Thu, May 23, '24
Aug 15-16 - San Diego Region	Mon, Jun 17, '24	Mon, Jun 24, '24	Mon, Jul 1, '24	Mon, Jul 8, '24	Thu, Jul 11, '24
October 17-18 - Bakersfield	Mon, Aug 19, '24	Mon, Aug 26, '24	Tue, Sep 3, '24	Mon, Sep 9, '24	Thu, Sep 12, '24
December 5-6 - Riverside	Mon, Oct 7, '24	Mon, Oct 14, '24	Mon, Oct 21, '24	Mon, Oct 28, '24	Thu, Oct 31, '24

* No Scheduled Meeting in: February, April, July, September and November

Moved - CC Observed
Moved - Labor Day

<https://dot.ca.gov/-/media/dot-media/programs/financial-programming/documents/proposed-2024-draft-prep-external-063024.pdf>

Timely Use of Funds (TUF)

Each TUF deadline is eligible for only one time extension

Timely Use of Funds (TUF)

TUF Extensions				
Component	Phase	STIP	ATP	SB1 Programs
Allocations	PA&ED PS&E R/W Con Con-NI	20 Months	20 Months	12 Months
Expenditures	PA&ED PS&E R/W	20 Months	12 Months	12 Months
Construction Award	Con Con-NI	20 Months	12 Months	12 Months
Completion	Con Con-NI	20 Months	12 Months	20 Months

Timely Use of Funds (TUF)

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Home | Programs | Local Assistance | Federal and State Programs | Active Transportation Program (ATP) | Timely Use of Funds (Time Extension) / Delivery Report

ATP Timely Use of Funds (Time Extension)/Delivery Report

- Exhibit 25-A: Allocation/Time Extension Form (PDF)
- ATP Timely Use of Funds Guidelines Table (PDF)
- Timely Use of Funds (TUF) Time Extension Calculator (Excel)

The request for extension is initiated by the implementing agency and prepared on their letterhead as a letter addressed to the District Local Assistance Engineer (DLAE). Requests must be submitted to the District DLAE and the District Local Assistance ATP Coordinator.

After reviewing the request for extension, the DLAE will sign off and forward the request to Headquarters (Division of Local Assistance) to timely.use.of.funds@dot.ca.gov.

ATP

- ATP General and Technical Information
- ATP Cycle 7
- ATP Cycles 1-6 Archives
- Timely Use of Funds (Time Extensions)/Delivery Report
- ATP Project Reporting
- ATP Completed Projects
- ATP-Technical Advisory Committee
- Active Transportation Resource Center

<https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/timelyuse>

Timely Use of Funds (TUF)

Timely Use of Funds (TUF) for ATP / LPP / SCCP/ STIP / TCEP						
	Program →	ATP	Programmed FY	2024	2023-2024 FY	Funds Cost Increases (Y/N)?
Funds must be allocated by the end of the programmed FY or within the time allowed by an approved extension		Phases Eligible for Funding		PA&ED, PS&E, R/W, Con, Con-NI		No
Allocation	Agencies to allocate at the meeting before the milestone deadline. Agencies need to have allocation requests in before the <u>milestone deadline</u> or the <u>meeting submission deadline</u> (Per CTC Calendar), whichever is sooner .					
Allocation Request Book Item: 2.5w	Project Phase →		PA&ED			
		PA&ED Allocation Deadline				
		Calculated PA&ED Allocation Deadline	6/30/2024			
Extension Book Item: 2.8a	Max Extension	20 months	2/28/2026		CTC Meeting Date	Submit Request (Allocation or TE) no later than:
	Extension requested	→		months		
	Allocation Extended Deadline →		6/30/2024	OK →		

Timely Use of Funds (TUF)

There are two sources for verifying the Timely Use of Funds Deadlines

1. Allocation Notification Letter
2. Project Deadlines Letter

Timely Use of Funds (TUF)

STATE OF CALIFORNIA - CALIFORNIA STATE TRANSPORTATION AGENCY GAVIN NEWSOM, Governor

DEPARTMENT OF TRANSPORTATION
 Division of Local Assistance
 1120 N STREET
 P.O. BOX 942874, MS# 1
 Sacramento, CA 94274-0001
 TTY 711

03-NEV-0-GVY
 ATPL-5023(027)
 Adv Id: 0324000155
 PPNO: 03-6124
 Request No: 1

April 3, 2024

Mr. Bjorn Jones
 City Engineer
 City of Grass Valley
 125 East Main Street
 Grass Valley, CA 95945

Dear Mr. Jones:

Your letter dated November 27, 2023 requested a fund allocation from the Active Transportation Program for the City of Grass Valley Road Related - Other - SR174/49/20 Roundabout and Active Transportation Safety Project. Construct new oblong roundabout with high-visibility crossings, install three RRFBs, construct new shared-use path. This project is programmed in the Active Transportation Program (ATP), as amended.

At their March 22, 2024 meeting, the California Transportation Commission (CTC) allocated funding in the amount(s) shown below.

The State hereby makes the following allocation on March 22, 2024, effective March 22, 2024.

Allocation No. 2024-213	ATP		FUND ALLOCATION	
Senate District No.: 01 Assembly District 03	Amount Programmed	Fiscal Year Programmed	Amount Previously Allocated	This Request
E&P	\$200,000	2024	\$0	\$200,000
Federal Funds				\$200,000
State Funds				\$0
Total	\$200,000		\$0	\$200,000

This allocation makes available \$200,000 of federal funds* and \$0 of State (or State-only) funds for a total of \$200,000.

* A separate request for authorization to proceed (E-76) is required prior to the start of reimbursable work for projects receiving Federal funds.

The effective date of allocation serves as the authorization to proceed and establishes the date for the start of reimbursable work for State-only funded projects.

Timely Use of Funds (TUF)

STATE OF CALIFORNIA - CALIFORNIA STATE TRANSPORTATION AGENCY

GAVIN NEWSOM, Governor

Allocation No. 2024-213		ATP		FUND ALLOCATION	
Senate District No.:	01	Amount Programmed	Fiscal Year Programmed	Amount Previously Allocated	This Request
Assembly District	03				
E&P		\$200,000	2024	\$0	\$200,000
Federal Funds					\$200,000
State Funds					\$0
Total		\$200,000		\$0	\$200,000

This allocation makes available \$200,000 of federal funds* and \$0 of State (or State-only) funds for a total of \$200,000.

* A separate request for authorization to proceed (E-76) is required prior to the start of reimbursable work for projects receiving Federal funds.

The effective date of allocation serves as the authorization to proceed and establishes the date for the start of reimbursable work for State-only funded projects.

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Timely Use of Funds (TUF)

Mr. Bjorn Jones
April 3, 2024
Page 2
ATPL-5023(027)

For This Allocation:

Funds allocated for project E & P are available for expenditure until:	June 30, 2026.
Funds allocated for project PS & E are available for expenditure until:	Not Applicable.
Funds allocated for project RW are available for expenditure until:	Not Applicable.
Funds allocated for construction – Agency has 6 month(s) after the date of allocation to award a contract.	

After award of the contract, the Agency has up to 36 months to complete the construction or vehicle purchase contract.

The Commission may grant a one-time extension to each of the deadlines specified above if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. Please refer to the Local Assistance website at <https://dot.ca.gov/programs/local-assistance> for additional guidance.

The project's award information should be submitted to the District Local Assistance Engineer (DLAE) immediately after award of the construction contract. A copy of the project's award package also needs to be included with the submittal of the Administering Agency's first invoice to the Local Programs Accounting Branch. Please refer to Local Programs Procedures (LPP) LPP 01-06 for guidance regarding the contents of the project award package.

This allocation is not a commitment on the part of the State to make reimbursements until an Administering Agency - State Agreement (Master Agreement), if necessary, and a project specific program supplement are executed between the Agency and the State.

Your attention is directed to the Local Assistance Procedures Manual, LPPs and the current CTC guidelines for detailed instructions and information.

Sincerely,



FOR:
FELICIA HASLEM, Chief
Office of Project Management Oversight - North
Division of Local Assistance

c: Nevada LTC
Attachment: CTC Vote Box

Timely Use of Funds (TUF)

Mr. Bjorn Jones
April 3, 2024

For This Allocation:

Funds allocated for project E & P are available for expenditure until:

June 30, 2026.

Funds allocated for project PS & E are available for expenditure until:

Not Applicable.

Funds allocated for project RW are available for expenditure until:

Not Applicable.

Funds allocated for construction – Agency has 6 month(s) after the date of allocation to award a contract.

After award of the contract, the Agency has up to 36 months to complete the construction or vehicle purchase contract.

detailed instructions and information.

Sincerely,



FOR:
FELICIA HASLEM, Chief
Office of Project Management Oversight - North
Division of Local Assistance

c: Nevada LTC
Attachment: CTC Vote Box

Timely Use of Funds (TUF)

DEPARTMENT OF TRANSPORTATION

PROJECT DEADLINES

Agency: 5023 Grass Valley

Date: 06/19/2024
 D_CO_RT: 03-NEV-0-GVY
 Project No: ATPL-5023(027)
 Adv. Project Id:
 PPNO: 03-6124
 Project End Date: 10/31/2025

Allocations Information – Allocation Deadlines (Data excludes extensions and funding shifts)

ALLOCATION INFORMATION						ALLOCATION DEADLINES				
ALLOCATION DATE	ACTION	PPNO	PHASE	FED/ STATE	ALLOCATION AMOUNT	Timely Use of Funds (TUF) Dates			PSA REQMT	Fed Funds
						(Cost Incurred) EXPENDITURE	CONTRACT AWARD	COMPLETION	LAST INVOICING OPPORTUNITY	PROJECT END DATE
03/22/2024	CTC	03-6124	E&P	F	\$200,000.00	06/30/2026			12/27/2026	10/31/2025

* The Project Deadline/Allocation Information table reflects the amount(s) originally allocated by the CTC. See the current finance letter for the corresponding encumbrance amounts after any required federal obligation.
 * Allocation funding shifts (if any) are reflected on the Finance Letter. Note, if any "Const" Allocation is divided between CON and CE, it must be separated on the finance letter.
 * Please refer to the applicable CTC Guidelines for Timely Use of Funds (TUF) provisions. Also refer to your allocation notification letter(s) for allocation-specific deadlines/extensions.

Timely Use of Funds (TUF)

Questions & Answers Session

Critical Dates

Reversion Date/Cooperative Work Agreement (CWA)

Reversion Date

State and Federal funds that have been encumbered for a project are available for reimbursement for a limited period of time.

Reversion Date

The Reversion Date is approximately 5-6 years after encumbrance.

Reversion Date

For projects allocated by the CTC, the Reversion Date is established based on the Budget Year from which the allocation is made against.

Reversion Date

A project may have multiple
Reversion Dates

Each individual funding action will
have its own Reversion Date.

Reversion Date

Project funds not liquidated prior to the Reversion Date will expire.

Cooperative Work Agreement (CWA)

State Regulations authorizes the Department of Finance to extend the appropriation period.

CWA approval will add up to 2 additional years for funds to be expended.

Cooperative Work Agreement (CWA)

Invoices need to be submitted by April 1st prior to the Reversion Date to allow enough time for review and payment.

- Invoices must be paid before Reversion Date.

Cooperative Work Agreement (CWA)

DEPARTMENT OF TRANSPORTATION FINANCE LETTER Date: 12/09/2022 EA No:
 D_CO_RT: 03-SAC-0-RCDV Project No: STPL-5482(047)
 Adv. Project Id: 0322000109 Project End Date: 08/31/2024

To: City of Rancho Cordova

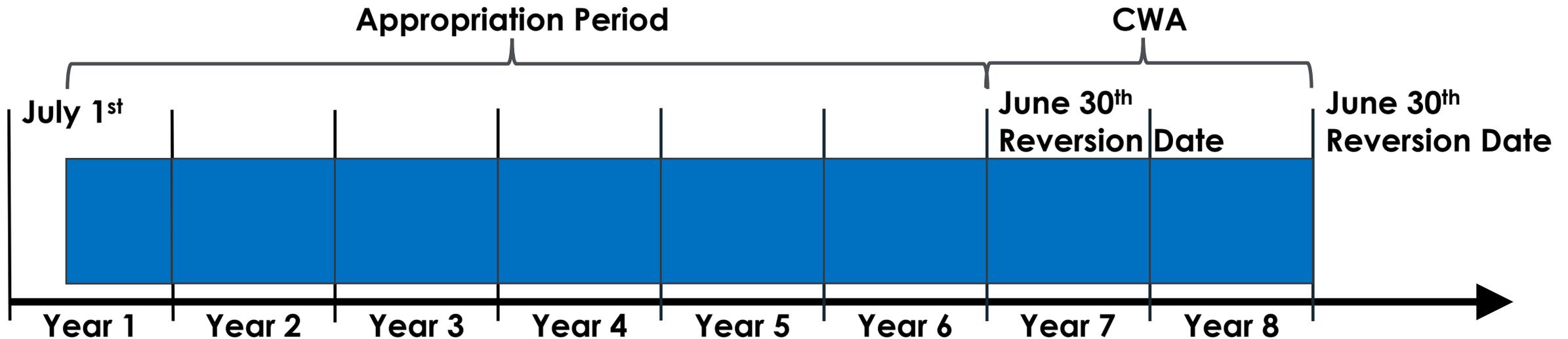
FINANCE ITEMS	PRO RATA OR LUMP SUM	TOTAL COST OF WORK	FEDERAL PART. COST	FED. REIMB %	FEDERAL	FEDERAL STIP-RIP	LOCAL
					Z23E	Y240	
Agency Preliminary Engineering	Lump Sum	\$569,000.00	\$569,000.00	17.57%	\$100,000.00	\$0.00	\$469,000.00
Construction	Lump Sum	\$4,600,000.00	\$4,586,000.00	77.76%	\$0.00	\$3,586,000.00	\$1,034,000.00
Agency Construction Engineering	Lump Sum	\$94,885.00	\$94,885.00	88.53%	\$0.00	\$84,000.00	\$10,885.00
Contract Items:	\$3,999,278.6						
Contingencies:	\$600,721.6						
Total:	\$4,600,000.00						
Totals:		\$5,263,885.00	\$5,248,885.00	0.00%	\$100,000.00	\$3,650,000.00	\$1,513,885.00

Participation Ratio: 99.73% This Finance Letter was created based on specific financial information provided by the responsible local agency. The following encumbrance history is prepared by Local Assistance Accounting Office and is provided here for local agency's information and action.

For questions regarding finance letter, contact:

ACCOUNTING INFORMATION STPL-5482(047)								Cooperative Work Agreement		
ADV. PROJECT ID	APPROP. UNIT	STATE PROG.	FED/ STATE	ENCUMBRANCE AMOUNT	APPROP YEAR	EXPENDITURE AMOUNT	ENCUMBRANCE BALANCE	REVERSION DATE*	APPROVED AMOUNT	EXPIRATION DATE
0322000109	22102F	2030010810	F	\$100,000.00	2122	\$0.00	\$100,000.00	06/30/2027		
0322000109	22101F	2030600621	F	\$3,650,000.00	2122	\$0.00	\$3,650,000.00	06/30/2027		

Reversion Date/Cooperative Work Agreement (CWA)



Reversion Date/Cooperative Work Agreement

Questions & Answers Session

Resources

Local Assistance website: <https://dot.ca.gov/programs/local-assistance>

- **Local Assistance Procedures Manual**
 - Chapter 3 – Project Authorizations
 - Chapter 5 – Invoicing
- **Local Assistance Program Guidelines**
 - Chapter 25 – State Programs for Local Agency Projects
- **Office of California Transportation Commission Liaison**
- **TUF Time Extension Calculator**

Division of Local Assistance Blog for news, resources, and trainings:
<https://www.localassistanceblog.com/>



PLANNING & MODAL PROGRAMS

Data & Digital Services - Local Assistance - Program Management
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CALTRANS DIVISION OF
LOCAL ASSISTANCE



OFFICE OF
PROJECT
MANAGEMENT
OVERSIGHT

Caltrans Division of Local Assistance Project Management Oversight

<https://dot.ca.gov/programs/local-assistance/projects>

